

APPLICATION FOR TEMPORARY BRANCH LOCATION

FEE: \$70.00

1. Application must be submitted **3 business days** prior to commencement of the event.
2. All New Vehicle Dealers (except New Recreational Vehicle Dealers and New Trailer Dealers) must submit a separate OL 124 for each line make to be sold at the event. The OL 124 must show Temporary Branch address location.

NAME OF INDIVIDUAL, PARTNERS, OR CORPORATION

DBA

TEMPORARY BRANCH ADDRESS

CITY

ZIP

ZONING APPROVAL (MUST BE COMPLETED BY LICENSEE)

ACR NO.

DATE PERMIT ISSUED

DATE PERMIT EXPIRES

APPLICATION FEE

S/R NO.

TELEPHONE NO.

FIRM NO.

DATE(S) OF EVENT

LOCATION(S) MEET(S) LOCAL ZONING REQUIREMENTS

☐ Yes ☐ No

MINIMUM REQUIREMENTS MUST BE MET PRIOR TO START OF EVENT

1. SIGN - 2 sq. ft. sign per side displayed to identify dealer
2. OFFICE - Recreational vehicle or properly identified table will suffice
3. DISPLAY - Display area separated from other dealers

Executed in the county of _____ Date _____

I certify under penalty of perjury under the laws of the State of California that all minimum requirements will be met prior to start of event and that all the foregoing information contained herein is true and correct to the best of my knowledge and belief. I also understand should these minimum requirements not be met prior to the commencement of the event, my occupational license could be subject to disciplinary action.

Signature of Licensee **X** _____ Title _____

FOR DEPARTMENTAL USE ONLY

NEW VEHICLE DEALERS

- ☐ Submitted OL 124 (Approval of the Manufacturer or Distributor for establishment of Temporary Branch Location.)
- ☐ Location complies with requirements of Section 1671 CVC.
- ☐ Advised firm that all New Car sales made from Temporary Locations must be reported on selling dealer's New Report of Sale Books, and must show "Temporary Branch" address. (Only employees of the selling New Vehicle Dealer are authorized to sign the appropriate Report of Sale.)

NEW TRAILER DEALERS

- ☐ Location complies with requirements of Section 1671 CVC.
- ☐ Advised firm that all New Car sales made from Temporary Locations must be reported on selling dealer's New Report of Sale Books, and must show "Temporary Branch" address. (Only employees of the selling New Trailer Dealers are authorized to sign the appropriate Report of Sale.)



LESSOR/RETAILERS

- ☐ Location has signs identifying Lessor/Retailer.
- ☐ Advised firm that all sales made from Temporary Location must be reported on selling Lessor/Retailers "Used" Report of Sale Books, and must show "Temporary Branch" address. (Only employees of the Lessor/Retailer are authorized to sign the "Used" Report of Sale.)
- ☐ Advised Lessor/Retailer that all representatives at the "Temporary Branch" must be employees of the licensed Lessor/Retailer. (**NOTE:** Lessor/Retailers do not employ licensed salespersons.)
- ☐ Advised firm that only vehicles that have been previously leased or rented are authorized to be sold.

USED VEHICLE DEALERS

- ☐ Location complies with requirements of Section 1671 CVC as certified by applicant.
- ☐ Advised firm that all used car sales made from temporary locations must be reported on selling dealer's used report of sale books, and must show "Temporary Branch" address. (Only employees of the selling Used Vehicle Dealer are authorized to sign the appropriate report of sale.)

RECOMMENDATION

I certify that I have been advised of the requirements pertinent to the occupational license for which I have applied, including the regulations and Vehicle Code sections. *Applicant Initials* _____

I certify that this applicant has been advised of the requirements pertinent to the occupational license for which applied and that I have examined this application and find that this business meets all requirements of a Place of Business as described in the California Vehicle Code as certified by applicant. I recommend that license be:

- ☐ Issued ☐ Denied (If denial recommended, attach full justification via investigative report.)

SIGNATURE

ID#

DATE